

IDAHO BOARD OF EXAMINERS OF NURSING HOME ADMINISTRATORS
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Board Meeting Minutes of 2/2/2017

BOARD MEMBERS PRESENT: Joshua R. Thompson - Chair
Cathy Hart
Nancy M. Kerr
John Williams

BOARD MEMBERS ABSENT: Zendi F. Meharry

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
Lori Peel, Investigative Unit Manager
Maurie Ellsworth, General Counsel
Kellie LaBonte, Technical Records Specialist

OTHERS PRESENT: Kris Ellis, Eiguren Ellis Public Policy
Heidi Brough Nye, Board Chair - Idaho
Board of Examiners of Residential Care
Administrators

The meeting was called to order at 9:01 AM MST by Joshua R. Thompson.

APPROVAL OF MINUTES

Ms. Hart made a motion to approve the minutes of 12/19/2016. It was seconded by Ms. Kerr. Motion carried.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. She said that there are no proposed law changes or proposed rule changes for this Board for the 2017 session. Ms. Cory reminded the Board of the deadlines for proposed laws and rules for the 2018 Legislative Session.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$39,309.00 as of 1/31/2017.

INVESTIGATIVE REPORT

Ms. Peel gave the investigative report, which is linked above.

FOR BOARD DETERMINATION

Ms. Kerr made a motion to approve the Bureau's recommendation and authorize closure in case I-NHA-2016-2. It was seconded by Mr. Williams. Motion carried.

OLD BUSINESS

To Do List – The Board reviewed the to-do list and no action was taken.

TEMPORARY PERMIT APPROVAL PROCESS

Discussion was held regarding how to process temporary permit applications. Temporary applications will be processed by the Board Specialist and sent to the Board Chair for review. The Board noted that if an individual is approved for a temporary permit, it does not mean that the same individual will be approved for licensure when the complete endorsement application is reviewed by the entire Board.

SET NEXT MEETING

Mr. Thompson stated that conference calls will likely be held about every 6 weeks. The next conference call is scheduled for Thursday, 3/23/2017 at 9:00 AM. The next face to face meeting is scheduled for Thursday, 5/4/2017 at 9:00 AM.

BOARD STRUCTURE

Ms. Brough Nye introduced herself to the Board. Discussion was held regarding the possibility of combining the Idaho Board of Examiners of Residential Care Administrators with the Idaho Board of Examiners of Nursing Home Administrators. The Board is concerned about what the ramifications might be. It was mentioned that the national trend is to have combined boards, rather than two separate Boards as Idaho currently has. If the two Boards were to combine, discussion was held as to what the possible structure of the new Board might consist of. Other topics of this discussion included: changing of regulations, how to best protect the public, and what is in the best interest of the vulnerable population that is served by the two separate Boards. Ms. Ellis indicated she would share this discussion with the association and bring back any response to the Board at the next meeting.

Ms. Kerr made a motion for the Board Chair to communicate with the Residential Care Administrator Board Chair regarding the possibility of combining Boards. It was seconded by Ms. Hart. Motion carried.

REVIEW OF APPLICATION PROCESSES

Ms. LaBonte asked for clarification from the Board regarding application processes. Incomplete applications are typically not reviewed, unless the missing application items are straightforward like transcripts or verifications. The Board needs to see all quarterly reports, including the fourth quarterly report along with the application for full licensure by exam.

CORRESPONDENCE

The Board reviewed information from the National Association of Long Term Care Administrator Board (NAB). No action was taken.

EXECUTIVE SESSION

Ms. Hart made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Ms. Kerr. The vote was: Mr. Thompson, aye; Ms. Hart, aye; Ms. Kerr, aye; and Mr. Williams, aye. Motion carried.

Ms. Hart made a motion to come out of executive session. It was seconded by Ms. Kerr. The vote was: Mr. Thompson, aye; Ms. Hart, aye; Ms. Kerr, aye; and Mr. Williams, aye. Motion carried.

APPLICATIONS

Ms. Hart made a motion to approve the following for licensure:

James Elton	NHA-1142
Anthony Hickman	NHA-1141
Erica Hulls	NHA-1148
Christina Martinez	NHA-1151
Andrew Sievers	NHAIT-1149
Scott Morehouse	NHAIT-1147
Dustin Blewett	NHAIT-1146

It was seconded by Ms. Kerr. Motion carried.

Ms. Hart made a motion to hold applications 901100172 and 901149077 pending receipt of additional information. It was seconded by Ms. Kerr. Motion carried.

Ms. Hart made a motion to grant additional time for a licensee to obtain additional continuing education credits to meet the CE requirement. It was seconded Ms. Kerr. Motion carried.

Ms. Hart made a motion to hold pending the quarterly report for applicant 901146094 pending receipt of additional information. It was seconded by Ms. Kerr. Motion carried.

ADJOURNMENT

Ms. Hart made a motion to adjourn the meeting at 11:36 AM. It was seconded by Ms. Kerr. Motion carried.

Joshua R Thompson, Chair

Cathy Hart

Nancy M Kerr

Zendi F Meharry

Tana Cory, Bureau Chief